

TRANSMITTAL #1

WIOA ADULT PROGRAM POLICY

July 14, 2016

TO: Workforce Development Council

FROM: Rogelio (Roy) Valdez, Deputy Director

SUBJECT: Monitoring and implementing priority for providing individualized career and training services to public assistance recipients, other low-income individuals, and individuals who are basic skills deficient in accordance with the requirements of WIOA Adult Formula program.

ACTION REQUESTED: Recommend approval of the proposed policy.

REFERENCE: WIOA §134(c)(3)(E)

BACKGROUND:

The Workforce Innovation and Opportunity Act (WIOA) requires that adult program funds allocated to local areas and used for individualized career services or training services are prioritized to recipients of public assistance, other low-income individuals, and individuals who are basic skills deficient. This policy was previously presented at the April 20, 2016 Workforce Development Council meeting. Verbal corrections were made to the transmittal during that meeting to remove the 95% requirement for eligibility. However, there continues to be some confusion toward program eligibility and program priority under WIOA. This revised policy hopefully addresses the distinctions.

The WIOA Adult program offers several levels of service. Many of the services are informational in nature and do not require any eligibility determination. Eligibility determination is itself a level of service. This service may only be provided to individuals who have registered or applied for this service in the workforce information system (IdahoWorks).

After an individual is determined to be eligible, he or she may receive additional "career services" such as referrals to job opportunities and initial assessment of skill levels. The higher levels of service – "individualized" career services such as comprehensive assessment and development of an individual employment plans and "training" services, such as occupational skills or on-the-job training – must be prioritized to individuals who are low income, recipients of public assistance or basic skills deficient.

The policy now includes an order for priority of service that includes the required priority of service to veterans.

Staff Recommendation

Staff recommend the Workforce Development Council approve the proposed Adult program service prioritization policy for implementation in PY2016.

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Idaho Workforce Development Council

Idaho Policy for WIOA Adult Program Service Provision Updated July 14, 2016

Reference: WIOA 134(c)(3)(E); NPRM 680.110, 680.120, 680.600, 680.610, 680.650

History: WDC-4-20-2016- WIOA#2

Purpose: Funding for individualized career services and training services to individuals under the WIOA Adult program must be prioritized to recipients according to law and policy.

Policy:

Eligibility

WIOA self-service and informational career services are designed to be universally delivered in the one-stop delivery system.

Services to determine eligibility for WIOA participation are provided to registered participants. The minimum eligibility requirements to receive additional career services are listed below:

- U.S. citizen or otherwise legally entitled to work in the U.S.;
- Age 18 or older; and
- Selective Service Registration if required by law for the individual.

WIOA individualized career services [WIOA 134 (c)(2)(A)(1)(xii)] are provided to eligible participants as appropriate for an individual to obtain or retain employment.

WIOA training services are provided to eligible individuals following an interview, evaluation or assessment and career planning if they are determined by a WIOA partner career planner to be appropriate:

- Unlikely or unable to obtain or retain employment leading to self-sufficiency through individualized career services;

- In need of training services to be able to obtain or retain employment leading to self-sufficiency;
- Have skills and qualifications to successfully participate in the program of training services.
- Select a program of training services directly linked to employment opportunities in the area or another area they are willing to relocate.
- Unable to obtain other grant assistance for such services such as the Federal Pell Grants or require additional assistance beyond that already provided by such grants

Priority Groups

1. Veterans and eligible spouses receive priority service for all Department of Labor-funded training programs, including WIOA programs.
2. Individuals receiving public assistance, other low-income adults, and individuals who are basic skills deficient have statutory priority service for individualized career and training services under the Adult program.

Order for Priority of Service for Individualized Career Services and Training Services

1. Veterans and eligible spouses who are recipients of public assistance, low income or basic skills deficient.
2. Other individuals who are recipients of public assistance, low income or basic skills deficient.
3. Veterans and eligible spouses who are not recipients of public assistance, low income or basic skills deficient.
4. Other individuals who are not recipients of public assistance, low income or basic skills deficient, but have a potential barrier to employment as defined by WIOA:
 - a. Displaced Homemakers
 - b. English Language Learners, Low Levels of Literacy, Cultural Barriers
 - c. Exhausting TANF within 2 years
 - d. Ex-offenders
 - e. Homeless individuals/runaway youth

- f. Long-term unemployed
 - g. Migrant and Seasonal Farmworkers
 - h. Persons with Disabilities (including youth)
 - i. Single Parents (Including single pregnant women)
 - j. Youth in foster care or aged out of system
 - k. Individuals within an under-represented demographic, such as sex, race, or ethnicity;
5. Other individuals within these recognized groups:
- a. Individuals within an under-represented demographic, such as sex, race, or ethnicity.
 - b. Individuals referred by other one-stop partner programs.
 - c. Individuals residing in rural counties.
6. Any other eligible individual determined to be appropriate for services or training to obtain or retain employment.

Low Income Eligibility:

Idaho uses 70% Lower Level Standard Income Level to determine eligibility for low income WIOA participants under WIOA §(3)(35)(ii). The current levels are listed in the table below.

2016 WIOA Program Low Income Levels

Persons in Family/Household	Metro	Non-Metro
1	\$11,880	\$11,880
2	\$16,953	\$16,762
3	\$23,276	\$23,014
4	\$28,734	\$28,406
5	\$33,906	\$33,526
6	\$39,658	\$39,209
7	\$45,410	\$44,892
8	\$51,162	\$50,575
For Families with more than 8 persons:	Add \$5,752 for each additional person	Add \$5,683 for each additional person

Metro Counties: Ada, Boise, Canyon, Gem, Owyhee, Kootenai, Bonneville, Jefferson, Nez Perce, Franklin, Bannock, Power

Monitoring:

To monitor the prioritization for the Adult program recipients, quarterly reports will be developed that report the following:

Idaho WIOA Adult Program July 1, 2015 – May 23, 2016

	Adult Program Eligible Applicants		Adult Program Participants		Adult Program Recipients of Training or other Individualized Career Service	
	<i>Number</i>	<i>Percent</i>	<i>Number</i>	<i>Percent</i>	<i>Number</i>	<i>Percent</i>
Total			666	100%	666	100%
Low-Income			548	82%	548	82%
Recipients of Public Assistance			406	61%	406	61%
Basic Skills Deficient			15	2%	15	2%
BSD referred to ABE			1	7%	1	7%

Definitions:

WIOA §3(50) **Public Assistance** – The term “public assistance” means Federal, State, or local government cash payments for which eligibility is determined by needs or income test.

WIOA §3(5) **Basic Skills Deficient** – The term “basic skills deficient” means, with respect to an individual –

- (A) (definition applies to youth only)
- (B) Who is a youth or adult, that the individual is unable to computer or solve problems, or read, write, or speak English, at a level necessary to function on the job, in the individual’s family, or in society.

WIOA §3(35)

(A) The term “**low-income individual**” means an individual who –

- (i) Receives, or in the past 6 months has received, or is a member of a family that is receiving or in the past 6 months has received, assistance through the supplemental nutrition assistance program established under the Food and Nutrition Act of 2008 or the supplemental security income program established under the Social Security Act, or State or local income-based public assistance.
- (ii) Is in a family with a total family income that does not exceed the higher of –
 - (I) The poverty line; or
 - (II) 70 percent of the lower living standard income level;
- (iii) Is a homeless individual (as defined in section 41403(6) of the Violence Against Women Act of 1994), or a homeless child or youth (as defined by the McKinney-Vento Homeless Assistance Act;
- (iv) Receives or is eligible to receive a free or reduced price lunch under the Richard B. Russell National School Lunch Act
- (v) Is a foster child on behalf of whom State or local government payments are made; or
- (vi) Is an individual with a disability whose own income meets the income requirement of clause (ii), but who is a member of a family whose income does not meet this requirement.

(B) **Lower Living Standard Income Level** – The term “lower living standard income level” (adjusted for regional, metropolitan, urban, and rural differences and family size) determined annually by the Secretary of Labor based on the most recent lower living family budget issued by the Secretary.